

PROCEDURE TO BUY OR TO LEASE BG (BANK GUARANTEE), SBLC (STANDBY LETTER OF CREDIT)

ISSUING BANK: TOP 5 EUROPEAN BANKS

Step By Step Procedure:

- 1) Fill all required information indicated in the **KYC format provided by us**
- 2) Insert the documents requested in the **KYC REQUIREMENTS** section below, in maximum resolution (scanned document only, no photos)
- 3) Once the above 2 points have been completed, print the **KYC** in maximum resolution (it must be on paper, not PDF file)
- 4) Then, sign all pages with your hand in blue ink and put the stamp of your company. (No Cut & Paste signature or stamp is allowed)
- 5) Once the KYC is signed and stamped, get the signatures Notarized.
- 6) Once Notarized, scan all the signed pages at maximum resolution in proper page sequence.
- 7) Send completed **KYC** also copies of documents required under the **KYC REQUIREMENTS** section separately (Provider will need these to insert them into the DOA/CTA)
- 8) Send everything from your corporate email address only (please do not use public domains such as Gmail / Yahooemail, etc.) to compliance@subcontractsindia.com
- 9) If you are not able to correctly insert the documentation in the **KYC**, our team can do it for you. You only have to send us the documents requested in the **KYC REQUIREMENTS** section below

KYC REQUIREMENTS:

- a) **KYC** (Same date of **RWA** and Bank Accountant Extract)
- b) **BANK STATEMENT** (Bank Account extract) (Maximum 3 days of emission)
- c) **BANK RATIFICATION (RWA)** (Maximum 3 days of emission)
- d) **BUSINESS CARDS** of at least two(2) Bank Officers from Applicant's Bank
- e) **PASSPORT** (Only from the President/Chairman/ Authorized Signatory of the Company)
- f) **COMPANY REGISTRATION CERTIFICATE**

Once everything is accepted, Provider will go to the next step and you will be asked for a call via **SKYPE VIDEO CALL**, which will be recorded, where **QUESTIONS** about the **ASSETS** will be discussed. That video will be for the client's bank that would guarantee about the client and his identification. Thereafter, the provider will proceed to conduct a **DUE DILIGENCE** which will determine whether both parties can move forward and transact business.

SBLC TRANSACTION PROCEDURE AFTER DOA IS SIGNED

1. Issuing Bank sends PRE-ADVICE SWIFT MT-799 Buyer's Bank sends SWIFT MT-799 BPU
2. Issuing Bank sends instrument via SWIFT MT-760
3. Within 5 banking days after receipt and authentication of SWIFT MT-760, Buyer's Bank will release payment to Seller's Bank via SWIFT MT-103 in accordance with terms and conditions in Buyer's SWIFT MT799 BPU
4. Hard copy of Instrument will be delivered to Buyer's Bank via Bank Bonded courier within 7 banking days after receipt and authentication of payment

FOR SALE OF ASSETS, the cost for the client generally varies between **40%** and **60%** of the total value of the asset. Sometimes the cost can be greater or lesser depending on the type of asset and the stock market on the closing day.

"MINIMUM VALUE ACCEPTED FOR PURCHASE OF ASSETS IS 100 MILLION"

This means that the Client must demonstrate that he has a minimum of **50%** of the Value of the asset in his bank account.

FOR LEASE OF ASSETS, the cost for the client generally varies between **7%** and **12%** of the value of the total asset. Sometimes the cost can be greater or lesser depending on the type of asset and the stock market on the closing day.

"MINIMUM VALUE ACCEPTED FOR LEASE OF ASSETS IS 100 MILLION"

This means that the Client must demonstrate that he has a minimum of **10%** of the Value of the asset in his bank account.

READY, WILLING AND ABLE (RWA)

TO WHOM IT MAY CONCERN

Date:

Subject: **RWA** Letter (Bank Ratification)

We (**Name of the Bank**), with address registered in (**Address**), confirm and ratify that the **BANK STATEMENT** issued by (**Name Of The Issuing Bank**) on MM-DD-YYYY, in favor of the company (**Name Of The Company**), with registration number **XXXXX**, is good, clean, of non-criminal origin. It does not have external or internal charges of our bank, it is available, it can be used and at the same time it confirms that both our client (**Name Of The Client**) and the bank are ready to issue and send reply to over SWIFT a **MT-799BPU (BANK PAYMENT UNDERTAKING)** guaranteeing the payment of the asset at the time that is required. Likewise, we confirm that the cost of issuing the (**BPU**) **BANK PAYMENT UNDERTAKING** is covered and has the necessary money to pay for it and will be issued at the time required by the Provider

Signature:

Bank Officer#1:

PIN No.:

Signature:

Bank Officer#2:

PIN No.: